Description: Supervised Project

<table>
<thead>
<tr>
<th>Subject</th>
<th>Cat-nbr</th>
<th>Class</th>
<th>Term</th>
<th>Mode</th>
<th>Units</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDU</td>
<td>4351</td>
<td>34693</td>
<td>2, 2004</td>
<td>EXT</td>
<td>1.00</td>
<td>TW MBA</td>
</tr>
</tbody>
</table>

Academic group: FOEDU
Academic org: FOE002
Student contribution band: 1
ASCED code: 070303

STAFFING
Examiner: Dorothy Andrews
Moderator: Marian Lewis

RATIONALE
It is recognised that many postgraduate students need the opportunity to explore or investigate a topic of their own choosing in order to more closely link their professional interests or needs to their course of studies. Project units are designed to provide such an opportunity.

SYNOPSIS
Students will, under the guidance of a member of staff, pursue an in-depth study of a topic relevant to the field of education, and in particular to the focus of the student's major study area. The type of study need not necessarily involve research but should include a substantial investigating component leading to the submission of a written report. All student project proposals would be the subject of a critical review and final topics may be the result of extensive lecturer-student negotiation.

OBJECTIVES
On successful completion of the project the students will have:

1. demonstrated the ability to plan, conduct, and report on an investigation or other such scholarly activity focused on an issue or topic of significance in the field of education.
TOPICS

<table>
<thead>
<tr>
<th>Description</th>
<th>Weighting (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The topic of the project will be developed in collaboration with an academic supervisor approved and appointed by the course team leader.</td>
<td>100.00</td>
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</table>

TEXT and MATERIALS required to be PURCHASED or ACCESSED:

ALL textbooks and materials are available for purchase from USQ BOOKSHOP (unless otherwise stated). Orders may be placed via secure internet, free fax 1800642453, phone 07 46312742 (within Australia), or mail. Overseas students should fax +61 7 46311743, or phone +61 7 46312742. For costs, further details, and internet ordering, use the 'Textbook Search' facility at http://bookshop.usq.edu.au click 'Semester', then enter your 'Course Code' (no spaces).

Depending on the nature of the study to be completed students may be required to purchase reference material.

REFERENCE MATERIALS:

Reference materials are materials that, if accessed by students, may improve their knowledge and understanding of the material in the course and enrich their learning experience.

In most studies supervisors provide students with a reference list and assist them in developing their own list.

STUDENT WORKLOAD REQUIREMENTS:

<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Work</td>
<td>90.00</td>
</tr>
<tr>
<td>Report Writing</td>
<td>75.00</td>
</tr>
</tbody>
</table>

ASSESSMENT DETAILS

<table>
<thead>
<tr>
<th>Description</th>
<th>Marks out of</th>
<th>Wtg(%)</th>
<th>Due date</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROJECT PROPOSAL</td>
<td>1.00</td>
<td>0.00</td>
<td>30 Jul 2004</td>
</tr>
<tr>
<td>(see note 1)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6000-8000 WORD PAPER/REPORT</td>
<td>999.00</td>
<td>100.00</td>
<td>29 Oct 2004</td>
</tr>
<tr>
<td>(see note 2)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

NOTES:

1. A value of 1 indicates you have passed the Project Proposal component. Zero indicates you have not passed the Project Proposal component.

2. Letter grades will be used in this course and displayed in the Notes Section.
IMPORTANT ASSESSMENT INFORMATION

1 Attendance requirements:
   There are no attendance requirements for this course.

2 Requirements for students to complete each assessment item satisfactorily:
   Not applicable.

3 Penalties for late submission of required work:
   If students submit assignments after the due date without prior approval then a penalty of 20% of the total marks available for the assignment will apply for each week late.

4 Requirements for student to be awarded a passing grade in the course:
   Not applicable.

5 Method used to combine assessment results to attain final grade:
   The course examiner is responsible for awarding grades. Projects developed for EDU4351 will be examined initially by the student's supervisor. The supervisor will make a recommendation of a grade to the course examiner who will normally accept the recommended grade once all the requirements for the course are completed. Where the course examiner has any doubts about the appropriateness of the grade recommended by the supervisor, the project is assessed by a second assessor nominated by the course examiner. The course examiner will then decide the grade taking into account both grades.

6 Examination information:
   There is no examination in this course.

7 Examination period when Deferred/Supplementary examinations will be held:
   There will be no Deferred or Supplementary examinations in this course.

8 University Regulations:
   Students should read USQ Regulations 5.1 Definitions, 5.6. Assessment, and 5.10 Academic Misconduct for further information and to avoid actions which might contravene University Regulations. These regulations can be found at the URL http://www.usq.edu.au/corporateservices/calendar/part5.htm or in the current USQ Handbook.

ASSESSMENT NOTES

1 The due date for an assignment is the date by which a student must despatch the assignment to the USQ. The onus is on the student to provide proof of the despatch date, if requested by the Examiner.

2 Students must retain a copy of each item submitted for assessment. This must be produced within twenty-four (24) hours of receipt of request being made by the Examiner. The student must retain this copy until the grade for this course has been finalised.

3 The Examiner may grant an extension of the due date of an assignment in extenuating circumstances.

4 In the event that a due date for an assignment falls on a local public holiday in their area, such as a Show holiday, the due date for the assignment will be the next
working day. Students are to note on the assignment cover the date of the public
holiday for the Examiner's convenience.

5 Students who have undertaken all of the required assessments in a course but who
have failed to meet some of the specified objectives of a course within the normally
prescribed time may be awarded the temporary grade: IM (Incomplete - Make up).
An IM grade will only be awarded when, in the opinion of the Examiner, a student
will be able to achieve the remaining objectives of the course after a period of
non-directed personal study.

6 Students who, for medical, family/personal, or employment-related reasons, are
unable to complete an assignment or to sit for an examination at the scheduled time
may apply to defer an assessment in a course. Such a request must be accompanied
by appropriate supporting documentation. One of the following temporary grades
may be awarded IDS (Incomplete - Deferred Examination); IDM (Incomplete -
Deferred Make-up); IDB (Incomplete - Both Deferred Examination and Deferred
Make-up).

7 When there is more than one marker for a single item of assessment, the distributed
patterns and means for the different markers will be compared and marks adjusted
if necessary.

8 The Faculty will normally only accept assessments that have been written, typed
or printed on paper-based media. The Faculty will NOT accept submission of
assignments by facsimile. Students who do not have regular access to postal services
or who are otherwise disadvantaged by these regulations may be given special
consideration. They should contact the Examiner of the course to negotiate such
special arrangements. 9 Marking criteria are provided in course material as mark
sheets/guides or as part of assignment specifications. 10 All assessment items must
be submitted and passed. 11 All assessment items must be submitted with a pass
overall gained. 12 Summative assessment items will receive a numerical score.
Any ungraded assessment requirement will receive a Pass, Fail or Incomplete. 13
Summative assessment items will receive one of the following letter grades:
requirement will receive a Pass, Fail or Incomplete. 14 Summative assessment
items will receive one of the following: SP, RN or IDM (Incomplete Deferred
Make-up). Any ungraded assessment requirement will receive a Pass, Fail or
Incomplete 15 Summative assessment items will receive a grade of P, F or IDM
(Incomplete Deferred Make-up). Any ungraded assessment requirement will receive
a Pass, Fail or Incomplete.

9 Marking criteria are provided in course material as mark sheets/guides or as part
of assignment specifications.
10 All assessment items must be submitted and passed.
11 Summative assessment items will receive one of the following letter grades:
requirement will receive a Pass, Fail or Incomplete.
12 Student workload requirements are as required for the completion of the study and
as negotiated between student and supervisor.
OTHER REQUIREMENTS

1. Students will require access to e-mail and Internet access to USQConnect for this course.
2. Students are to use a recognised referencing system a specified by the course examiner.